

How to Develop Performance Measures for Complex Skills

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Note: in this workshop we will develop performance measures for **mentoring skills**, perhaps the most challenging set of skills within the [Classification of Learning Skills](#)

Why this PD Session?

See how PE performance measures are developed,
by doing it!

- **Learn** how performance measures are developed
- **Create** draft content for multiple measures of valuable, complex performances
- **Participate** in a structured team activity with a diverse group of PE colleagues
- **Enjoy** more impactful coaching of students, professionals, and other mentees to maximize their capability and raise quality of life
- **Overcome** impediments to self-growth to maximize your own quality of life

Components of a PE Performance Measure

- **Description** - rich paragraph illustrating how use of the targeted skill unfolds
- **Dimensions** - five pairs of important factors affecting quality
- **Levels** - labels for five equally spaced increments of capability
- **Statements** - what performance looks like at each level for each pair of dimensions

What are Mentoring Skills?

Mentoring Skills: a subset of the [Classification of Learning skills](#) used by mentors and self-growth coaches to **unlock application of growth skills**. They enhance a self-growth mindset, help to integrate life plans, and are often the focus of reflection.



Cognitive Domain

0

*Mentoring
Skills*



Social

1

*Mentoring
Skills*



Affective

8

*Mentoring
Skills*



Evaluation and
Assessment of Quality

29

*Mentoring
Skills*

Growth Skills: a subset of the [Classification of Learning skills](#) that improve personal capability through metacognitive awareness and motivation to produce new actions that **improve performance development** in a variety of contexts.

Mentoring Skills: a subset of the [Classification of Learning](#) skills used by mentors and self-growth coaches to **unlock application of growth skills**. They enhance a self-growth mindset, help to integrate life plans, and are often the focus of reflection.

PM DEVELOPMENT PROCESS

Pre-workshop

During Workshop

Post workshop

Step	Description (Note: we generally develop measures for two skills at a time)
1: Build a team	Uses attendees present. Detailed information sent to participants ahead of workshop.
2: Identify a facilitator for each measure (do 2 at a time)	Volunteer facilitators are determined ahead of the workshop. Tris keeps a spreadsheet of current skill status and priority for completion.
3: Orientation to logistics of the process	10-15 min during initial session only, for those new to process. Tailored to participant needs.
4: Write descriptive definitions of skill	Done in Moodle forum with small groups - Teams write two descriptive sentences about each skill.
5: Create a Performance Description	Combine input from step 4. Done by facilitator & an experienced PE person while others work in breakouts on steps below.
6: Identify an expert	Visualize an example of someone who does each skill better than anyone else. Imagine them doing it. Done informally by each individual
7: Brainstorm factors	Done in Moodle forum by small groups – Teams Brainstorm a ranked list of 7 factors that affect the performance of each skill.
8: Inventory team lists	Done live with large group – combine factor lists from each team into one non-redundant list for each skill.
9: Reduce to a top 10 list	Small groups pick top 2-3 factors from combined list to lock into initial top 10 for each skill. Then, large group negotiates to finalize top 10 list for each.
10: Pair the top 10	Done live with the large group - Match or pair-up the top 10 items into 5 pairs.
11: Label each pair	Done live with the large group – Labels represent a range from “novice” to “expert”.
12: Describe each level in a few words	Briefly define what each level means with a few words. Do level 5 first, level 1 second, then the others.
13: Describe performance at each level for each pair	Steps 12-13 require ~90 minutes of effort by a small group of 2-3 individuals
14: Test measure	The PE Expert group can help do this by using the draft measure and providing feedback to improve it.